

James Toews
Authorized Signature

Number: SPD-AR-05-020
Issue Date: 04/07/2005

Topic: Developmental Disabilities

Due Date: See dates below

Subject: ACTION: Transition of Personal Care Services to Comprehensive In Home Support Services

Applies to (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> All DHS employees | <input checked="" type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Children, Adults and Families | <input checked="" type="checkbox"/> Seniors and People with Disabilities |
| <input checked="" type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Other (please specify): |

Action Required: Community Developmental Disability Programs are requested to begin transition activities with affected service recipients and their PC-20 providers to assure continuity of care. All transition activities must be completed by **June 30, 2005**. CDDPs are requested to complete the following tasks:

- Inform service recipients, legal representatives and providers of the upcoming change by **April 30, 2005**. Sample notification letters and a detailed Implementation Procedures Guide will be mailed to each affected CDDP under separate cover.
- Schedule and hold joint meetings with service recipients, their legal representatives and personal care attendants (PCAs) by **May 31, 2005**.
- Complete necessary paperwork to transfer providers to assure that they are paid through the service recipient's assigned Fiscal Intermediary.
- Attach the service recipient's current "Medicaid Personal Care Resource Assessment, Plan and Authorization form" (PC-20 plan) to the service recipient's In Home Support Services Plan.
- Check the service recipient's annual Assessment to confirm documentation of the need for Assistance with Daily Living activities.

- Obtain a copy of an approved Criminal History Check (CHC) for each affected PCA.

Reason for Action: Effective July 1, 2005, individuals in Comprehensive In Home Support Services will no longer be eligible to receive State Plan Personal Care Services (PC-20). Individuals previously receiving both PC-20 and Comprehensive In Home Support Services will have their PC-20 services funded through their Comprehensive In Home Support Services Plan.

Field/Stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this action request, contact:

Contact(s):	Jessie Martin		
Phone:	(503) 945-9798	Fax:	(503) 373-7274
E-mail:	Jessie.m.martin@state.or.us		